

**Minutes of the Downtown Development Authority
City of Portland**

Held on Monday August 30, 2021
In the Council Chambers at City Hall

Members Present: Antaya, Gorman, Grimminck, Barnes, Williamson, Briggs (arrived at 7:39 P.M.)

Members Absent: Madarang, Hengesbach

Staff: DDA Director ConnerWellman

Guests: Mandy Johnston

Chair Grimminck called the meeting to order at 7:05 P.M.

Motion by Barnes, supported by Williamson, to approve the agenda.
All in favor. Adopted.

There was no Public Comment.

Motion by Williamson, supported by Antaya, to approve the minutes of the July 26, 2021 meeting.
All in favor. Adopted.

Motion by Williamson, supported by Antaya, to approve the Treasurer's Report as presented.
All in favor. Adopted.

Under Team Reports, Mayor Barnes reported that the Organization and Marketing team had met prior to this meeting and covered a lot of items similar to that of the DDA agenda. Topics included the budget review, ordinance, the future plans of 4th of July fireworks.

For Design Team, Chair Grimmink stated that they are focusing on the upkeep and maintenance of the downtown. In addition, the Fall/Winter banners should be in soon.

Director ConnerWellman also gave an update on the property that Bill Fabiano would like to donate to the city. Phase 1 on the environmental study is currently taking place.

Under Old Business, Director ConnerWellman noted that the Toan Park project is moving along swiftly and big changes should be seen in the next week. In kind donations were approximately \$58,000 bringing the total donations to over \$200,000. The project is still on track to be completed in September.

The Bi-Annual DDA-TIF Public Meeting will be held on September 27 at 7 P.M. Director ConnerWellman will put out the appropriate notices for the Public Meeting.

Under New Business, Director ConnerWellman asked the board to schedule a Planning Session for the next 18 months of projects. The date was set for October 14th, from 4pm-5:30 om at ConfluxCity Brewing Company.

Oktoberfest is a “filler” event in place of Beerfest this year, a smaller-scale event at Powers Park with a limit of 300 attendees. A motion to apply for the State of Michigan Liquor License was made by Williamson, supported by Antaya. All in favor. Adopted.

Director ConnerWellman send a video to downtown property owners to bring attention to some basic maintenance issues. The video was sent to 84 property owners, so far there has been a good response. Director ConnerWellman will follow up with the recipients.

Friends of the Red Mill will be holding their 2nd Annual Chocolate Walk on October 9. Director ConnerWellman is looking for volunteers to be stationed at the table in City Hall for a number of shifts throughout the day.

Under the Director Report, Director ConnerWellman presented the August 2021 Director’s Report.

Under Board Member Comments, Mayor Barnes mentioned that the Portland High School Women’s Basketball team will be recognized for their state championship at 5 P.M. on September 10 in the high school gymnasium. Also, a memorial will be held at 2 P.M. on September 11 to commemorate the 20th Anniversary of the September 11, 2001 attacks. At 8:30 P.M. that evening, the Portland Civic Players will be holding a free outdoor movie in front of the theater. Member Grimminck spoke about the Library’s initiative for 1,000 books before kindergarten and is pleased to report that the Portland Community has read over 11,000 books to preschoolers over the past year.

The next meeting will be held on September 27, 2021 and will also consist of the Bi-Annual DDA-TIF Public Meeting.

Motion by Williamson, supported by Antaya, to adjourn the meeting at 7:49 P.M.
All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary

September 1, 2021